

TOWNSHIP OF LYONS  
IONIA COUNTY, MICHIGAN

REPORT ON FINANCIAL STATEMENTS  
FOR THE YEAR ENDED MARCH 31, 2005

# AUDITING PROCEDURES REPORT

Issued under P.A. 2 of 1968, as amended. Filing is mandatory.

Local Government Type <input type="checkbox"/> City <input checked="" type="checkbox"/> Township <input type="checkbox"/> Village <input type="checkbox"/> Other		Local Government Name <u>Lyon</u>	County <u>Sanila</u>
Audit Date <u>3/31/05</u>	Opinion Date <u>4/18/05</u>	Date Accountant Report Submitted to State: <u>6/9/05</u>	

We have audited the financial statements of this local unit of government and rendered an opinion on financial statements prepared in accordance with the Statements of the Governmental Accounting Standards Board (GASB) and the *Uniform Reporting Format for Financial Statements for Counties and Local Units of Government in Michigan* by the Michigan Department of Treasury.

We affirm that:

1. We have complied with the *Bulletin for the Audits of Local Units of Government in Michigan* as revised.
2. We are certified public accountants registered to practice in Michigan.

We further affirm the following. "Yes" responses have been disclosed in the financial statements, including the notes, or in the report of comments and recommendations

You must check the applicable box for each item below.

- ☐ yes ☒ no 1. Certain component units/funds/agencies of the local unit are excluded from the financial statements.
- ☐ yes ☒ no 2. There are accumulated deficits in one or more of this unit's unreserved fund balances/retained earnings (P.A. 275 of 1980).
- ☐ yes ☒ no 3. There are instances of non-compliance with the Uniform Accounting and Budgeting Act (P.A. 2 of 1968, as amended).
- ☐ yes ☒ no 4. The local unit has violated the conditions of either an order issued under the Municipal Finance Act or its requirements, or an order issued under the Emergency Municipal Loan Act.
- ☐ yes ☒ no 5. The local unit holds deposits/investments which do not comply with statutory requirements. (P.A. 20 of 1943, as amended [MCL 129.91], or P.A. 55 of 1982, as amended [MCL 38.1132]).
- ☐ yes ☒ no 6. The local unit has been delinquent in distributing tax revenues that were collected for another taxing unit.
- ☐ yes ☒ no 7. The local unit has violated the Constitutional requirement (Article 9, Section 24) to fund current year earned pension benefits (normal costs) in the current year. If the plan is more than 100% funded and the overfunding credits are more than the normal cost requirement, no contributions are due (paid during the year).
- ☐ yes ☒ no 8. The local unit uses credit cards and has not adopted an applicable policy as required by P.A. 266 of 1995 (MCL 129.241).
- ☐ yes ☒ no 9. The local unit has not adopted an investment policy as required by P.A. 196 of 1997 (MCL 129.95).

## We have enclosed the following:

	Enclosed	To Be Forwarded	Not Required
The letter of comments and recommendations.	✓		
Reports on individual federal financial assistance programs (program audits).			J
Single Audit Reports (ASLGU).			J

Certified Public Accountant (Firm Name) <u>Barry E. Gauderke CPA, PC</u>			
Street Address <u>1107 E. Oak Street</u>	City <u>Traverse City</u>	State <u>MI</u>	ZIP <u>49686</u>
Accountant Signature			

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INTRODUCTORY SECTION

TOWNSHIP OF LYONS  
LIST OF ELECTED OFFICIALS  
MARCH 31, 2005

ELECTED OFFICIALS

Charles Babcock	Supervisor
Edith Lincoln	Clerk
Terese Pung	Treasurer
Ronald Simon	Trustee
Donald Spitzley	Trustee

FINANCIAL SECTION

**Barry E. Gaudette, CPA, P.C.**

CERTIFIED PUBLIC ACCOUNTANT

1107 East Eighth Street  
Traverse City, Michigan 49686  
(231) 946-8930  
Fax (231) 946-1377

## INDEPENDENT AUDITORS' REPORT

Members of the Township Board  
Township of Lyons  
Ionia County, Michigan

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Township of Lyons, Michigan, as of and for the year ended March 31, 2005, which collectively comprise the Township's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Township of Lyons, Michigan's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Township of Lyons, Michigan, as of March 31, 2005, and the respective changes in financial position, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Township of Lyons  
Independent Auditors' Report  
Page Two

As described in Note V(C), the Township has implemented a new financial reporting model, as required by the provisions of GASB Statement No. 34, *Basic Financial Statements and Management's Discussion and Analysis - for State and Local Governments*, as amended and interpreted, as of March 31, 2005.

The financial statements referred to above do not include the Management Discussion and Analysis, which is required supplementary information and should be included in order to conform with accounting principles generally accepted in the United States of America.

*Sandy E. Tardiff, CPA, PC*

April 18, 2005



BASIC FINANCIAL STATEMENTS

Township of Lyons  
Government-Wide Financial Statements  
Statement of Net Assets  
March 31, 2005

	<u>Governmental Activities</u>
<b>ASSETS</b>	
Cash and cash equivalents	\$ 307,992
Prepaid expenses	12,436
Due from other funds	761
Capital assets (net of accumulated depreciation):	
Land and improvements	5,350
Buildings and improvements	12,309
Fire trucks and equipment	<u>65,399</u>
Total assets	<u>404,247</u>
<b>LIABILITIES</b>	
Accrued liabilities	720
Rental deposits	<u>919</u>
Total liabilities	<u>1,639</u>
<b>NET ASSETS</b>	
Invested in capital assets	83,058
Unrestricted	<u>319,550</u>
Total net assets	<u><u>\$ 402,608</u></u>

See notes to financial statements

Township of Lyons  
Government-Wide Financial Statements  
Statement of Activities  
For the Year Ended March 31, 2005

Functions /Programs	<u>Expenses</u>	Charges for Services	Program Revenues	
			Operating Grants and Contributions	Capital Grants and Contributions
Governmental activities:				
Legislative General	\$ 20,297	\$	\$	\$
Government	103,877	38,561	2,803	
Public safety	155,234	39,029	4,461	1,940
Public works	<u>31,682</u>			
Total governmental activities	<u>\$ 311,090</u>	<u>\$ 77,590</u>	<u>\$ 7,264</u>	<u>\$ 1,940</u>

General revenues:  
Property taxes  
Licenses and permits  
State aid  
Interest earnings  
Transfers

Total general revenues

Change in net assets

Net assets - beginning

Net assets - ending

See notes to financial statements

Net (Expense)  
Revenue and  
Changes in  
Net Assets

Governmental  
Activities

\$ ( 20,297)

( 62,513)

( 109,804)

( 31,682)

( 224,296)

96,267

1,362

103,976

2,502

633

204,740

( 19,556)

422,164

\$ 402,608

Township of Lyons  
Balance Sheet  
Governmental Funds  
March 31, 2005

	<u>General</u>	<u>Building</u>	<u>Other Governmental Funds</u>
<b>ASSETS</b>			
Cash and cash equivalents	\$ 269,657	\$ 33,399	\$ 4,936
Prepaid expenses	12,436		
Due from other funds	<u>761</u>		
Total assets	<u>\$ 282,854</u>	<u>\$ 33,399</u>	<u>\$ 4,936</u>
<b>LIABILITIES AND FUND BALANCES</b>			
Liabilities:			
Accrued liabilities	\$ 720	\$	\$
Rental deposits		<u>919</u>	
Total liabilities	<u>720</u>	<u>919</u>	
Fund balances			
Unreserved, reported in:			
General fund	282,134		
Building fund		32,480	
Fire equipment fund			4,933
Telecommunications fund			<u>3</u>
Total fund balances	<u>282,134</u>	<u>32,480</u>	<u>4,936</u>
Total liabilities and fund balances	<u>\$ 282,854</u>	<u>\$ 33,399</u>	<u>\$ 4,936</u>

See notes to financial statements

**Total  
Governmental  
Funds**

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\$ 307,992  
12,436

---

761

\$ 321,189

\$ 720  
919

---

1,639

282,134  
32,480  
4,933  
3

---

319,550

\$ 321,189

Township of Lyons  
Reconciliation of the Governmental Funds  
Balance Sheet  
With the Statement of Net Assets  
March 31, 2005

Amounts reported for governmental activities in the  
statement of net assets are different because:

Total Fund Balance - Governmental Funds	\$ 319,550
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Capital assets used in governmental activities  
are not financial resources and therefore are  
not reported as assets in governmental funds:

Cost of capital assets	668,976
Accumulated depreciation	<u>( 585,918)</u>

Total Net Assets - Governmental Activities	<u>\$ 402,608</u>
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See notes to financial statements

Township of Lyons  
Statement of Revenues, Expenditures and Changes  
In Fund Balance  
Governmental Funds  
For the Year Ended March 31, 2005

	<u>General</u>	<u>Building</u>	<u>Other Governmental Funds</u>
<b>REVENUES</b>			
Taxes & adm. fees	\$ 96,267	\$	\$
Licenses & permits	1,362		
State aid	105,916		2,803
Charges for services	53,264		
Interest earnings	1,944	287	271
Rents		22,998	
Miscellaneous	352	976	4,461
Total revenues	<u>259,105</u>	<u>24,261</u>	<u>7,535</u>
<b>EXPENDITURES</b>			
Current:			
Legislative	20,297		
General government	76,665	26,562	
Public safety	102,652		3,762
Public works	31,682		
Capital outlay		12,157	20,725
Total expenditures	<u>231,296</u>	<u>38,719</u>	<u>24,487</u>
Excess (deficiency) of revenues over (under) expenditures	<u>27,809</u>	<u>(14,458)</u>	<u>(16,952)</u>
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfers in	3,533		
Transfers (out)			( 2,900)
Total other financing sources (uses)	<u>3,533</u>		<u>( 2,900)</u>
Net changes in fund balances	31,342	(14,458)	(19,852)
Fund balances-beginning	<u>250,792</u>	<u>46,938</u>	<u>24,788</u>
Fund balances-ending	<u>\$ 282,134</u>	<u>\$ 32,480</u>	<u>\$ 4,936</u>

See notes to financial statements



**Total  
Governmental  
Funds**

---

\$ 96,267  
 1,362  
 108,719  
 53,264  
 2,502  
 22,998  
5,789  
290,901

20,297  
 103,227  
 106,414  
 31,682  
32,882  
294,502

( 3,601)

3,533  
( 2,900)

633

( 2,968)

322,518

\$ 319,550

Township of Lyons  
Reconciliation of the Statement of Revenues, Expenditures  
and Changes in Fund Balance of Governmental Funds  
To the Statement of Activities  
For the Year Ended March 31, 2005

Amounts reported for governmental activities in the  
statement of activities are different because:

Total net change in fund balances - total governmental funds	\$( 2,968)
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Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlays exceeded (were less than) depreciation in the current period.	<u>( 16,588)</u>
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Change in net assets of governmental activities	<u><u>\$( 19,556)</u></u>
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See notes to financial statements

Township of Lyons  
Statement of Fiduciary Funds  
Fiduciary Funds  
March 31, 2005

	Cemetery Perpetual Care Expendable Trust Fund	Tax Collection Fund
<b>ASSETS</b>		
Cash and cash equivalents	\$	\$ 39,937
Due from other governmental units	<u>19,605</u>	<u></u>
Total assets	<u>19,605</u>	<u>39,937</u>
<b>LIABILITIES</b>		
Due to other funds		761
Due to other governmental units	<u></u>	<u>39,176</u>
Total liabilities	<u></u>	<u>39,937</u>
<b>NET ASSETS</b>		
Held in trust for other purposes	<u>\$ 19,605</u>	<u><u></u></u>

See notes to financial statements

Township of Lyons  
Statement of Changes in Fiduciary Net Assets  
Fiduciary Funds  
For the Year Ended March 31, 2005

	Cemetery Perpetual Care Expendable Trust Fund	Tax Collection Fund
<b>ADDITIONS</b>		
Property tax collections and fees	\$	\$1,686,282
Interest earned	<u>633</u>	<u>339</u>
Total additions	<u>633</u>	<u>1,686,621</u>
<b>DEDUCTIONS</b>		
Payments to general fund		96,267
Payments to other governmental units		1,590,354
Transfers out	<u>633</u>	<u></u>
Total deductions	<u>633</u>	<u>1,686,621</u>
Changes in net assets		
Net assets - beginning	<u>19,605</u>	<u></u>
Net assets - ending	<u>\$ 19,605</u>	<u>\$</u>

See notes to financial statements

**Township of Lyons**  
**Notes to the Financial Statements**  
**March 31, 2005**

**I. Summary of significant accounting policies**

The financial statements of the Township of Lyons (the Township) have been prepared in conformity with U.S. generally accepted accounting principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the Township's accounting policies are described below.

**A. Reporting entity**

The Township is governed by an elected five-member board. The accompanying financial statements present the Township's operations for which the government is considered to be financially accountable. The Township has no component units and is not responsible for any jointly governed organizations.

**B. Government-wide financial statements**

The government-wide financial statements (i.e., the statement of net assets and the statement of activities) report information on all of the nonfiduciary activities of the Township. For the most part, the effect of the interfund activity has been removed from these statements. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from the goods, services or privileges provided by a given function and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

Township of Lyons  
Notes to the Financial Statements  
March 31, 2005

I. Summary of significant accounting policies (continued)

C. Measurement focus, basis of accounting and financial statement presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provided have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Township considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgements, are recorded only when a payment is due.

Property taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the Township.

The Township property tax is levied each December 1st on the taxable valuation of property (as defined by State statutes) located in the Township as of the preceding December 31st. Real property taxes not collected as of March 1st are turned over to Ionia County, which advances the Township 100% for the delinquent taxes.

The 2004 taxable valuation of the Township totaled \$61,693,447, on which ad valorem taxes levied consisted of .8539 mills for Township operating purposes and voted millage of .4267 mills

Township of Lyons  
Notes to the Financial Statements  
March 31, 2005

I. Summary of significant accounting policies (continued)

C. Measurement focus, basis of accounting and basis of presentation (continued)

for fire operating purposes. This amount is recognized in the General Fund as current tax revenue as well as administrative fees of \$17,509 to collect the taxes and applicable interest.

The Township reports the following major governmental funds:

The *general fund* is the Township's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The special revenue funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. The *Building Fund* is a special revenue fund.

The Township reports the following nonmajor governmental fund:

The *Fire Station Fund* and the *Telecommunications Fund* are special revenue funds.

The Township reports the following fiduciary funds:

The *Cemetery Perpetual Care Fund* is an expendable trust fund. The measurement focus of expendable trust funds is the same as for governmental funds.

The *Current Tax Collection Fund* is used to account for resources held by the Township in a purely custodial capacity. Money in this fund is from current tax and special assessment collections. Timely distribution to the appropriate fund and local unit must be made in accordance with Section 43 of the General Property Tax Act.

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in the government-wide fund financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board.

As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements.

Township of Lyons  
Notes to the Financial Statements  
March 31, 2005

I. Summary of significant accounting policies (continued)

C. Measurement focus, basis of accounting and basis of presentation (continued)

Amounts reported as *program revenues* include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include all taxes.

The Township did not have any proprietary funds.

When both restricted and unrestricted resources are available for use, it is the government's policy to use unrestricted sources first, then unrestricted resources as they are needed.

D. Assets, liabilities, and net assets or equity

1. Deposits and investments

The Township's cash and cash equivalents are considered to be cash on hand, demand deposits, short-term investments with original maturities of three months or less from the date of acquisition.

State statutes authorize the Township to invest in bonds and other direct and certain indirect obligations of the U.S. Treasury; certificates of deposit, savings accounts, deposit accounts, or depository receipts of a bank, saving and loan association, or credit union, which is a member of the Federal Deposit Insurance Corporation, Federal Savings and Loan Insurance Corporation, or Nation Credit Union Administration, respectively; in commercial paper rated at the time of purchase within the three highest classifications established by not less than two standard rating services and which mature not more than 270 days after the date of purchase. The Township is also authorized to invest in U.S. Government or federal agency obligation repurchase agreements, bankers' acceptances of U.S. banks, and mutual funds composed of investments as outlined above.



Township of Lyons  
Notes to the Financial Statements  
March 31, 2005

I. Summary of significant accounting policies (continued)

D. Assets, Liabilities and Net Assets (Continued)

2. Short-term interfund receivables/payable

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as "due from other funds" or "due to other funds" on the balance sheet in the governmental fund financial statements.

3. Receivables and payables

All trade and property tax receivables are shown net of allowance for uncollectible amounts. Property taxes are levied on each December 1st on the taxable valuation of property as of the preceding December 31st. Taxes are considered delinquent on March 1st of the following year, at which time penalties and interest are assessed.

4. Capital assets

Capital assets, which include property, plant, and equipment are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the Township as assets with an initial individual cost of more than \$500 and an estimated useful life in excess of two years. Such assets are recorded as historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Property and equipment of the Township is depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings	40
Building improvements	20
Fire trucks and equipment	10
Furniture and fixtures	5
Equipment	5

**Township of Lyons**  
**Notes to the Financial Statements**  
**March 31, 2005**

**I. Summary of significant accounting policies (continued)**

**D. Assets, liabilities and net assets or equity (continued)**

**5. Long-term obligations**

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities.

In the fund financial statements, governmental fund types, recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

The Township of Lyons does not have any long-term obligations.

**6. Fund equity**

In the fund financial statements, governmental funds report the reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

**7. Comparative data/reclassifications**

If the Township had an individual enterprise fund, comparative total data for the prior year would have been presented only in the fund financial statements in order to provide an understanding of the changes in the financial position and operations of these funds. Also, certain amounts presented in the prior year data have been reclassified in order to be consistent with the current year's presentation.

Township of Lyons  
Notes to the Financial Statements  
March 31, 2005

II. Reconciliation of government-wide and fund financial statements

A. Explanation of certain differences between the governmental fund statement of revenues, expenditures, and changes in fund balances and the government-wide statement of activities

The governmental fund statement of revenues, expenditures, and changes in fund balances includes a reconciliation between *net changes in fund balances - total governmental funds* and *changes in net assets of governmental activities* as reported in the government-wide statement of activities. One element of that reconciliation explains that "Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense." The details of this \$16,588 difference are as follows:

Capital outlay	\$ 32,882
Depreciation expense	<u>( 49,470)</u>
Net adjustment to increase(decrease) <i>net changes in fund balances - total governmental funds to arrive at changes in net assets of governmental activities</i>	<u><u>\$ ( 16,588)</u></u>

III. Stewardship, compliance, and accountability

A. Budgetary information

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental funds. All annual appropriations lapse at fiscal year end.

The Township follows these procedures in establishing the budgetary data reflected in the financial statements:

1. The Supervisor submits to the Township Board a proposed budget for the fiscal year commencing on April 1. The operating budget includes proposed expenditures and the means of financing them. The level of control for the budgets is at the functional level as set forth in the combined statement of revenues, expenditures and changes in fund balances - budget and actual - GAAP basis - general funds.

**Township of Lyons  
Notes to the Financial Statements  
March 31, 2005**

**III. Stewardship, compliance and accountability (continued)**

**A. Budgetary information (continued)**

2. Public hearings are conducted to obtain taxpayer comments.
3. Prior to April 1, the budget is legally adopted by the Township Board as a resolution pursuant to the Uniform Budgeting and Accounting Act (P.A. 621 of 1978). The Act requires that the budget be amended prior to the end of the fiscal year when necessary to adjust appropriations if it appears that revenues and other financing sources will be less than anticipated or so that expenditures will not be in excess of original estimates. Expenditures shall not be made or incurred, unless authorized in the budget, or in excess of the amount appropriated.
4. The Supervisor is authorized to transfer budgeted amounts between major expenditure functions within any fund; however, these transfers and any revisions that alter the total expenditures of any fund must be approved by the Township Board.
5. Formal budgetary integration is employed as a management control device during the year for the general fund and the building fund.
6. The budget as presented, has not been amended. Supplemental appropriations were made during the year with the last one approved prior to April 1st.

**B. Excess of expenditures over appropriations**

For the year ended March 31, 2005, expenditures exceeded appropriations in the activities of elections, Clerk, assessor and public safety (the legal level of budgetary control) of the general fund by \$716, \$202, \$234 and \$20,777, respectively. These overexpenditures were funded by the available fund balance in the general fund. The building funds capital outlay activity was overexpended by \$10,157.

**IV. Detailed notes on all funds**

**A. Deposits and investments**

At year-end, the carrying amount of the Township's deposits were \$347,929 (includes \$39,937 in the Tax Collection Fund) and the bank balance was \$348,720, of which \$348,720 was covered by federal depository ins..

**Township of Lyons**  
**Notes to the Financial Statements**  
**March 31, 2005**

**IV. Detailed notes on all funds (continued)**

**B. Receivables**

The Township does not have any material receivables as of March 31, 2005.

**C. Capital assets**

Capital asset activity for the year ended March 31, 2005 was as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
<b>Governmental activities:</b>				
Capital assets, not being depreciated:				
Land & improvements	\$ 5,350	\$	\$	\$ 5,350
Capital assets, being depreciated:				
Buildings & improvements:				
Township Hall	98,768			98,768
Improvements	844	12,157		13,001
Fire trucks & equip.	467,471	20,725		488,196
Furniture & fixtures	11,312			11,312
Equipment	52,349			52,349
Total capital assets being depreciated	630,744	32,882		663,626
Less accumulated depreciation for:				
Buildings & improvements:				
Township hall	( 98,768)			( 98,768)
Improvements	( 42)	( 650)		( 692)
Fire trucks & equip.	(373,977)	( 48,820)		(422,797)
Furniture & fixtures	( 11,312)			( 11,312)
Equipment	( 52,349)			( 52,349)
Total accumulated depreciation	(536,448)	( 49,470)		(585,918)
Total capital assets, being depreciated, net	94,296	( 16,588)		77,708
Governmental activities capital assets, net	\$ 99,646	\$( 16,588)	\$	\$ 83,058

Township of Lyons  
Notes to the Financial Statements  
March 31, 2005

IV. Detailed notes on all funds (continued)

C. Capital assets (continued)

Depreciation expense was charged to functions/programs of the government as follows:

Governmental activities:	
General government	\$ 650
Public safety	<u>48,820</u>
Total depreciation expense-	
governmental activities	<u>\$ 49,470</u>

D. Interfund receivables, payables, and transfers

Interfund transfers:

	<u>Transfer In:</u>		
	<u>General Fund</u>	<u>Building Fund</u>	<u>Other Gov't'l</u>
Transfer out:			<u>Total</u>
Telecommunications fund	\$ 2,900	\$	\$ 2,900
Cemetery perpetual care			
expendable trust fund	<u>633</u>		<u>633</u>
Total transfers out	<u>\$ 3,533</u>	<u>\$</u>	<u>\$ 3,533</u>

The composition of interfund balances as of March 31, 2005, is as follows:

Due to/from other funds:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
General	Tax collection	<u>\$ 761</u>

**Township of Lyons**  
**Notes to the Financial Statements**  
**March 31, 2005**

**V. Other information**

**A. Risk management**

The Township is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets; errors and omissions; and employee injuries (workers compensation).

The Township has purchased commercial insurance for all risks of loss. Settlements claims have not exceeded coverages for each of the past three fiscal years.

**B. Pension plan**

The Township has a defined contribution pension plan with the Manufacturers Life Insurance Company. The Township Clerk, Treasurer, Supervisor and the two Trustees are the participants in the plan and are all fully vested. The plan is funded by both the Township officials and the Township.

**C. Implementation of new accounting standard**

As of and for the year ended March 31, 2005, the Township implemented GASB Statement Number 34 - *Basic Financial Statements - and Management's Discussion and Analysis - State and Local Governments*. The more significant changes required by the standard include a Management Discussion and Analysis; government-wide financial statements, prepared using the economic resources measurement focus and the accrual basis of accounting; fund financial statements, consisting of a series of statements that focus on a governments' major funds; and schedules to reconcile the fund financial statements to the government-wide financial statements.

Required Supplementary Information



Township of Lyons  
General Fund  
Statement of Revenues, Expenditures and Changes  
in Fund Balances - Budget and Actual  
For the Year Ended March 31, 2005

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	
<b>REVENUES</b>				
Property taxes and related fees	\$ 90,200	\$ 90,200	\$ 96,267	\$ 6,067
Licenses & permits	1,600	1,600	1,362	( 238)
State aid	104,800	104,800	105,916	1,116
Charges for services	28,200	28,200	53,264	25,064
Interest earnings	1,500	1,500	1,944	444
Miscellaneous	<u>1,500</u>	<u>1,500</u>	<u>352</u>	<u>( 1,148)</u>
Total revenues	<u>227,800</u>	<u>227,800</u>	<u>259,105</u>	<u>31,305</u>
<b>EXPENDITURES</b>				
Current:				
Legislative:				
Township board	<u>35,250</u>	<u>35,250</u>	<u>20,297</u>	<u>14,953</u>
General government:				
Supervisor	10,000	10,000	9,863	137
Elections	4,800	4,800	5,516	( 716)
Clerk	11,130	11,130	11,332	( 202)
Board of review	800	800	773	27
Assessor	17,975	17,975	18,209	( 234)
Treasurer	17,430	17,430	17,370	60
Cemetery	<u>13,950</u>	<u>13,950</u>	<u>13,602</u>	<u>348</u>
Total general government	<u>76,085</u>	<u>76,085</u>	<u>76,665</u>	<u>( 580)</u>
Public safety:				
Fire department	61,250	61,250	77,389	( 16,139)
Ambulance	<u>20,625</u>	<u>20,625</u>	<u>25,263</u>	<u>( 4,638)</u>
Total public safety	<u>81,875</u>	<u>81,875</u>	<u>102,652</u>	<u>( 20,777)</u>

Township of Lyons  
General Fund  
Statement of Revenues, Expenditures and Changes  
in Fund Balance - Budget and Actual  
For the Year Ended March 31, 2005  
(Continued)

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>with Final Budget Positive (Negative)</u>
<b>EXPENDITURES</b>				
<b>(CONTINUED):</b>				
Current:				
Public works:				
Gravel	10,000	10,000	9,559	441
Brine	20,000	20,000	20,860	( 860)
Bridges & culverts	<u>2,000</u>	<u>2,000</u>	<u>1,263</u>	<u>737</u>
Total public works	<u>32,000</u>	<u>32,000</u>	<u>31,682</u>	<u>318</u>
Total expenditures	<u>225,210</u>	<u>225,210</u>	<u>231,296</u>	<u>( 6,086)</u>
Excess of revenues over expenditures	2,590	2,590	27,809	25,219
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfer in	<u>950</u>	<u>950</u>	<u>3,533</u>	<u>2,583</u>
Net change in fund balances	3,540	3,540	31,342	27,802
Fund balances-beginning	<u>250,792</u>	<u>250,792</u>	<u>250,792</u>	
Fund balances-ending	<u>\$254,332</u>	<u>\$ 254,332</u>	<u>\$282,134</u>	<u>\$ 27,802</u>

See notes to financial statements

Township of Lyons  
Building Fund  
Schedule of Revenues, Expenditures and Changes  
in Fund Balances - Budget and Actual  
For the Year Ended March 31, 2005

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>with Final Budget Positive (Negative)</u>
<b>REVENUES</b>				
Interest earnings	\$ 750	\$ 750	\$ 287	\$ ( 463)
Rents	21,500	21,500	22,998	1,498
Miscellaneous	100	100	976	876
Total revenues	<u>22,350</u>	<u>22,350</u>	<u>24,261</u>	<u>1,911</u>
<b>EXPENDITURES</b>				
Current:				
General government:				
Home office allowance	500	500	500	
Insurance	2,000	2,000	1,921	79
Building management	2,500	2,500	2,472	28
Audit	200	200	200	
Hall utilities	2,200	2,200	2,116	84
Repairs & maint.	18,000	18,000	17,379	621
Janitorial	1,000	1,000	666	334
Miscellaneous	3,500	3,500	1,308	2,192
Capital outlay	<u>2,000</u>	<u>2,000</u>	<u>12,157</u>	<u>(10,157)</u>
Total expenditures	<u>31,900</u>	<u>31,900</u>	<u>38,719</u>	<u>( 6,819)</u>
Net change in fund balances	( 9,550)	( 9,550)	(14,458)	( 4,908)
Fund balances- beginning	<u>46,938</u>	<u>46,938</u>	<u>46,938</u>	
Fund balances- ending	<u>\$ 37,388</u>	<u>\$ 37,388</u>	<u>\$ 32,480</u>	<u>\$ ( 4,908)</u>

See notes to financial statements

## **Nonmajor Governmental Funds**

### **Special Revenue Funds**

Special revenue fund are used to account for specific revenues that are legally restricted to expenditure for particular purposes.

Fire Equipment Fund - This fund is used to account for private donations that are specifically restricted for the purchase of fire equipment in the future.

Telecommunications Fund - This fund is used to account for the collection of state aid that is specifically restricted for general government purposes.

Township of Lyons  
Combining Balance Sheet  
Nonmajor Governmental Funds  
March 31, 2005

	<u>Special Revenue</u>		<u>Total Nonmajor Governmental Funds</u>
	<u>Fire Equipment</u>	<u>Telecommunications</u>	
<b>ASSETS</b>			
Cash and cash equivalents	\$ 4,933	\$ 3	\$ 4,936
Total assets	<u>\$ 4,933</u>	<u>\$ 3</u>	<u>\$ 4,936</u>
 <b>FUND BALANCES</b>			
Unreserved	\$ 4,933	\$ 3	\$ 4,936
Total fund balances	<u>\$ 4,933</u>	<u>\$ 3</u>	<u>\$ 4,936</u>

See notes to financial statements

Township of Lyons  
Combining Statement of Revenues, Expenditures  
and Changes in Fund Balances  
Nonmajor Governmental Funds  
For the Year Ended March 31, 2005

	<u>Special Revenue</u>		<u>Total</u>
	<u>Fire</u>	<u>Telecommunications</u>	<u>Nonmajor</u>
	<u>Equipment</u>		<u>Governmental</u>
			<u>Funds</u>
<b>REVENUES</b>			
State aid	\$	\$ 2,803	\$ 2,803
Interest earnings	266	5	271
Contributions	1,400		1,400
Reimbursements	<u>3,061</u>		<u>3,061</u>
Total revenues	<u>4,727</u>	<u>2,808</u>	<u>7,535</u>
<b>EXPENDITURES</b>			
Current:			
Public safety	3,761	1	3,762
Capital outlay	<u>20,725</u>		<u>20,725</u>
Total expenditures	<u>24,486</u>	<u>1</u>	<u>24,487</u>
Excess (deficiency) of revenues over (under) expenditures	( 19,759)	2,807	(16,952)
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfers out:			
General fund		<u>( 2,900)</u>	<u>( 2,900)</u>
Net change in fund balances	( 19,759)	( 93)	(19,852)
Fund balances - beginning	<u>24,692</u>	<u>96</u>	<u>24,788</u>
Fund balances - ending	<u>\$ 4,933</u>	<u>\$ 3</u>	<u>\$ 4,936</u>

See notes to financial statements

**Barry E. Gaudette, CPA, P.C.**

CERTIFIED PUBLIC ACCOUNTANT

1107 East Eighth Street  
Traverse City, Michigan 49686  
(231) 946-8930  
Fax (231) 946-1377

Members of the Township Board  
Township of Lyons  
Ionia County, Michigan

Our examination was made in accordance with generally accepted auditing standards and, accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

It was not necessary to make any comments or recommendations.

This letter supplements the information in the Financial Statements and Notes to Financial Statements. It is intended solely for the use of management and the Township Board and should not be used for any other purpose.

*Barry E. Gaudette, CPA, P.C.*

April 18, 2005